



REPUBLIC OF KENYA



COUNTY GOVERNMENT OF BOMET

ADVERTISEMENT FOR POSITIONS OF TOWN COMMITTEE FOR MULOT, NDANAI AND MOGOGOSIEK- 2 (TWO) POSTS PER TOWN

Urban Areas and Cities Act, 2011 sets a framework for governance and management of urban areas and cities in Kenya. It clarifies the role and contribution of urban areas and cities in the development of national and county economies.

Pursuant to the provisions of Section 14 of the Urban Areas and Cities Act (Amendment) 2019, the County Government of Bomet invites applications from competent and qualified persons to serve as members of the Mulot, Ndanai, and Mogogosiek. The members of the Committee shall hold office for five years on a part-time basis.

The functions of the Town Committee shall be to:

- a) Oversee the affairs of the Town;
- b) Develop and adopt policies, plans, strategies, and programs, and set targets for delivery of services;
- c) Formulate and implement an integrated development plan;
- d) Control land use, land subdivision, land development, and manning by the public and private sectors for any purpose, as may be delegated by the county government;
- e) Promote and undertake infrastructural development and services within the Town as may be delegated by the county government
- f) Develop and manage schemes including site development in collaboration with the relevant national and county agencies;
- g) Maintain a comprehensive database and information system of the administration and provide public access thereto;
- h) Administer and regulate its internal affairs;
- i) Implement applicable national and county legislation;
- j) Enter into such contracts, partnerships, or joint ventures as it may consider necessary for the discharge of its functions under the Act or other written law;
- k) Monitor and where appropriate, regulate municipal services where those services are provided by service providers other than the Committee of the Town;
- l) Prepare its budget for approval by the County Executive Committee and administer the budget as approved;
- m) Collect rates, taxes, levies, duties, fees, and surcharges on fees the County Government has prescribed;
- n) Settle and implement tariffs, rates, and tax debt collection policies as delegated by the County Government;
- o) Monitor the impacts and effectiveness of any services, policies, programs or plans;
- p) Establish, implement, and monitor performance management systems;
- q) Promote a safe and healthy environment;
- r) Facilitate and regulate public transport, and

s) Perform such other functions as may be delegated to it by the County Government or as may be provided for by any written law.

The two members of the Committee of a town specified under subsection (2) the following registered associations respectively shall nominate: –

a) **A cluster representing registered associations of the informal sector**

b) **A cluster representing the business community.**

Requirements for Appointment:

a) Holds at least a diploma from an institution recognized in Kenya;

b) Has a distinguished career in either a medium-level management position in the private or public sector;

c) Holds at least five years of post-qualification professional experience

d) Satisfies the requirements of Chapter Six of the Constitution;

e) Is an ordinary resident or has a permanent dwelling in the Town; and

f) Carries on business in the Town or has lived in the Town for at least the immediate past five years.

All applicants are to furnish the under-listed office with their applications, and copies of the following documents:

- National identity card;
- Academic and Professional certifications;
- Curriculum Vitae;
- Evidence of having fulfilled requirements (e) and (f) above certified by the Sub-County Administrator and the Area Chief;

Shortlisted candidates are expected to bring the following:

Clearances from;

- i. Kenya Revenue Authority (KRA)
- ii. Directorate of Criminal Investigations (DCI)
- iii. Ethics and Anti-Corruption Authority (EACC)
- iv. Higher Education Loans Committee (HELB)
- v. A reputable Credit Reference Bureau (CRB)

All Associations that will be participating in this process are expected to submit their nominees to County Executive Committee Member Lands, Housing and Urban Planning; the submission must include the following:

a) Signed minutes as evidence of democratic process of nomination;

b) Evidence of compliance with statutory obligations at the time of nomination; and

c) Vetting form to establish that the nominee has complied with the prescribed criteria for appointment as a member of the Committee.

d) A summary list of all applications received by the association for the purpose of the nomination. By way of this notice, all associations are advised to comply and offer their members the necessary assistance

All written applications should be submitted in a sealed envelope clearly marked, on the left side, the position being applied for, and addressed to the undersigned on or before **Thursday, 14 September 2023**. Further details can be accessed through The Bomet County website. (<https://bomet.go.ke/>)

**The County Executive Committee Member,
Lands, Housing and Urban Planning,
County Government of Bomet,
P. O. Box 19 – 20400 BOMET**